

South Branch School Council Minutes

Thursday November 9, 2023

Start time: 6:30 pm

Attendance

Parents:

Josh Barbour
Ashley Beland – Treasurer
Jayme Beardsley
Serena Bobbitt – Secretary
Laurel Cardy – Vice-Chair
Julie Culkeen
Melissa Dimock
Chris Hewett
Steve Ibbotson - Chair
Katie OConnor

School Staff:

Kylie Howison– teacher representative
Tanya Preston – Principal

1. Welcome, Introductions and Land Acknowledgement

The meeting was called to order by Steve Ibbotson, chair of the South Branch School Council committee.

Laurel Cardy delivered the land acknowledgement statement.

2. Approval of the agenda

No one added anything – motion approved by Katie OConnor seconded by Laurel Cardy

3. Approval of minutes from the October 12, 2023 council meeting

The minutes from the October 12, 2023 meeting were accepted as presented. Chris Hewett noted a misspelling in his last name which will be changed moving forward. The minutes will be posted to the South Branch Elementary school.

ACTION: Tanya Preston, school principal at South Branch Elementary School, will upload the October 2023 council meeting minutes to the South Branch Elementary School website for public viewing.

4. Teacher's Report

Mme Howison gave the teacher's report this month. She discussed the Special Education Plan which sees three teachers and an Education Assistant meet each morning to divide students into tiers. From 10:30 am – 1:00 pm they meet with different grade level groups to focus on the science of reading.

The school is currently pushing a focus on literacy, right now focusing on English. However, they will reassess in the New Year to determine if there will be a shift in learning groups to focus on math and then French literacy.

Right now, teachers are seeing some students up to two years behind on reading levels and have noticed a lag on math skills amongst students.

5. Principal's Report

Reading buddies

Reading buddies are set to return. Some grade 7 students have shown a desire to come back as a reading buddy so the partnership is there but still need to work out the details. Last year did not have French reading buddies but are hoping to introduce some this year.

Popcorn Days

Popcorn days are scheduled to return November 23, 2023.

Bell Time Review Panels

The Upper Canada District School Board is considering earlier start times for elementary students and later start times of secondary students. The UCDSB will be hosting two in-person bell times review sessions to discuss the connection between sleep, academic achievement, and health for youth. The panels sessions are scheduled for November 27, 2023 at Smiths Falls District Collegiate Institute and on November 29, 2023 at Tagwi Secondary School. The November 29th, 2023 session will provide a virtual viewing option as well.

The virtual session will be sent on December 9th to council members for input.

Any changes would be scheduled to come into effect in September 2025.

Upcoming Events

UCDSB is hosting a holocaust Remembrance Day event.

This year's winter concert is scheduled for December 20th, 2023 with two show times at 10:00am & 1:00 pm.

Remembrance Day festivities are scheduled for November 10, 2023.

Progress reports will be sent home on Friday, November 17th, 2023, teachers are busy working on this.

The Grade 6 news show will continue the first Friday of every month. They will be introducing a tense and release exercise replacing 5 finger affirmations.

6. Treasurer's Report

Opening the beginning of year with a balance of \$10, 754.01, we now have a balance of \$7,639.00.

Currently fundraising balance total for hot lunches is \$3,898.00 for October through to December.

Obtained a total of \$270.00 in donations for the November/December round of hot lunches.

7. Update from the hot lunch coordinator

Jarek Anderson was not able to attend however he did advise that the only update he had to share was that he was in the process of updating the sign up sheet for volunteers for 2024 and the schedule would be live soon.

8. Update from the fundraising coordinator

a. Glitter and Glee

The final date for Glitter and Glee is December 7, 2023, we are now accepting donations. All donations can be stored in wellness room until the event.

The December 6, 2023 council meeting will be used to set up for Glitter and Glee happening the next day. Volunteers needed for the evening of December 7th to clean up between 3:40-4:40 pm.

Call out for donations of wrapping paper and gift bags.

Katie will create the floor plan for sections i.e. mom gifts, dad gifts etc.

b. Holiday concert raffle

Katie OConnor contacted the municipality about a raffle licence. The cost of a licence for the raffle is 3% of net profit.

We will be reaching out to local businesses for donations. Jayme Beardsley offered to sponsor two raffle baskets through her businesses. November 24, 2023 will be the deadline for community donations.

As of now council will not be purchasing the raffle baskets but if funds are needed from council it can be requested via email given there is no more council meetings before the concert.

ACTION: Katie OConnor to send out letters to local businesses asking for donations.

ACTION: Jayme Beardsley to purchase contents for two raffle baskets

c. October food drive – scare away hunger

The October food drive was a great success, we were able to collect over 500 items.

d. Flip Give

Julie Culkeen has the log in information and

ACTION: Julie Culkeen her and Steve Ibbotson will update the Flip Give account.

9. Kemptville Christmas Parade update

South Branch Elementary School will be participating in the Christmas parade this year with a float.

ACTION: Steve Ibbotson to provide proof of insurance along with our application for entry into the parade.

ACTION: Jayme Beardsley and Josh Barbour will take the lead on designing and setting up the float.

ACTION: Sign up sheet to be posted on our social media platforms for those interested in joining the float.

10. Update on bylaw project from last council mandate

Council members need to work on defining the roles for council executive team including the Hot Lunch Coordinator and the Fundraising Coordinator. This project has a March deadline to finalize.

11. Update on the action items from the last meeting

a. Childcare Services

To bring forward to the January meeting.

b. Communication platform

Steve Ibbotson was unable to find a free platform that worked for the needs of the council. Jayme Beardsley suggested Team Snap.

ACTION: Steve to look into Team Snap app as a possible communication platform for council members.

c. Gmail Account

ACTION: To add Serena Bobbitt to the Gmail account.

12. Parent Involvement Committee (PIC)

The school board has a parent council as well of their own. Being part of PIC allows parents to see how the board impacts our school. It can be difficult for parents to join given the wide travel ratio of the school board, there has been a request for a hybrid option to attend meetings.

ACTION: Tanya Preston to inquire about the Parents Reaching Out Grant.

13. “Council Corner” for monthly newsletter to parents

The first Council Corner was included in last month’s newsletter. Overall positive response and will continue moving forward.

14. Items to bring forward to next meeting

The December meeting will be a quick approval of minutes and expenditures then council time will be spent setting up for Glitter and Glee. Any issues that may arise beforehand can be discussed through the email.

15. Adjournment

The meeting was adjourned at 19:32. The next meeting will take place in person on December 6, 2023 at 18:30.